



Arizona State Board of Pharmacy

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REQUIREMENTS FOR PHARMACIST LICENSURE BY FULL EXAM OR SCORE TRANSFER

To apply for an Arizona pharmacist license you must have the following qualifications: You must be a graduate of an accredited US university Pharmacist degree program. If you are a graduate of a foreign university, you must submit a copy of your FPGEC certificate. You must also be a US citizen or a legal resident with permission to work in the United States and must meet all current US immigration policies. Foreign graduates who are here on an F-1 student visa Or H-1B visa must check with the Licensing Coordinator before submitting your application.

Please do not apply more than 30 days prior to your graduation date!

All pharmacist applicants must submit:

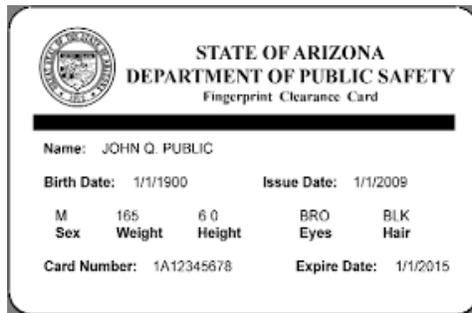
1. A completed Application for Pharmacist Licensure form and a \$250.00 application fee.
Please go the Arizona State Board of Pharmacy website to apply. Once you have completed the information portion of the application, you will be required to pay by credit card to complete the application process. When you have successfully completed the online application process, please print the receipt. If you have applied online and feel that there may have been a processing error, please contact the Board before trying to re-apply online.

If you submit a paper application, you must pay the application fee by check or money order. If you wish to pay by debit or credit, you must apply online. Application fees are NON-REFUNDABLE.
2. Proof of legal residency. Provide a copy of one (1) of the following:
 - A PHOTOCOPY of your US birth certificate, US passport or permanent resident card (green card). If you do not have one of these documents, please contact the licensing coordinator prior to application.
 - A foreign Passport with a United States Visa.
 - An I-94 form with a photograph.
 - A United States citizenship and immigration services employment authorization document or refugee travel document.
 - A United States Certificate of Naturalization.
 - A United States Certificate of Citizenship.
 - A tribal certificate of Indian Blood.
 - A tribal or Bureau of Indian Affairs affidavit of birth.
 - Any other license that is issued by the federal government, any other state government, an agency of this state, or a political subdivision of this state that requires proof of citizenship or lawful alien status before issuing the license.
3. Government issued photo ID. If the document you submit to prove legal residency does not contain a photograph, you must also provide a government issued document that contains your photograph. Provide a copy of one (1) of the following:
 - Driver license
 - State ID
 - Passport or Passport Card

4. Documentation of any name changes. Acceptable documents include (please provide a copy):
 - Marriage License
 - Divorce Decree (showing restoration of previous name)
 - Court Order

5. A copy of a valid Arizona Fingerprint Clearance Card.
 - If you have a valid Arizona Fingerprint Clearance Card, submit a copy.
 - To obtain an Arizona Fingerprint Clearance Card, Arizona residents may apply online through the Department of Public Safety's website (<https://www.azdps.gov/services/public/fingerprint>). On the application, select the Regular Application - Paid Employee, and then select the Board of Pharmacy - Licensure. The statutory reference for our agency is A.R.S. § 32-1904.
 - Applicants who are not in Arizona must contact the Arizona Department of Public Safety (DPS) for an application packet. You may request a packet directly from DPS by calling **(602) 223-2279**. Office hours are Monday through Friday from 8:00 a.m. to 5:00 p.m.
 - You must send or email a copy of the card once you receive it. The Board will not receive a copy of the card from DPS.
 - For more information please review DPS Fingerprint Clearance Card Frequently Asked Questions at <https://www.azdps.gov/services/public/fingerprint>.

Sample



6. Proof of Pharmacy Graduation
 - An official finalized college transcript **SENT DIRECTLY** from the college of pharmacy from which you graduated. This must be received by this board in order to complete your application, please be sure to request the **FINAL TRANSCRIPT** to avoid delays.

For a Foreign Graduate

- If you are a graduate of a foreign college or university, the following replaces the transcript: A photocopy of your FPGE certificate (Foreign Pharmacy Graduate Examination Certificate).
 - 1500 intern training hours for foreign graduates only. Foreign graduates must submit proof of a minimum of 1500 Intern hours earned in the United States. These hours must be verified by the Board of Pharmacy in the state in which they were earned.
7. Copies of court documentation relating to all arrests, charges, or convictions disclosed on the application. Printouts of public access records are not acceptable. Staff understands that each case is different. However, the documentation must show the following:
 - The charges filed against you.
 - The charges you were found guilty of or pled guilty/no contest to, if applicable
 - What the courts asked you to do, if applicable. Acceptable documents include, but are not limited to:
 - Diversion Agreement

- Plea Agreement
- Sentencing Document
- Proof you completed all requirements or the end result of their case. Including, but not limited to:
 - Dismissal
 - Case closure

If records are unavailable, the Board will accept a letter from the appropriate court, on their letterhead, indicating that records are not available.

8. If applicable, copies of documentation relating to any past, current or pending disciplinary action of any professional license. If records are unavailable, the Board will accept a letter from the related agency, on the letterhead, indicating that the records are unavailable.
9. If applicable, copies of documentation relating to the denial of any applications for professional licensure. If records are unavailable, the Board will accept a letter from the related agency, on their letterhead, indicating that records are not available.

Once your application has been processed by the Board, you will receive a checklist indicating your application status. You will not be eligible to test until ALL ITEMS have been received and verified. You can monitor your application online during the process.

ALL DOCUMENTS MUST BE RECEIVED BY THE BOARD WITHIN 90 DAYS OF APPLICATION!

You have one (1) year to complete licensure from the date we receive your application. Score transfer applicants must complete licensure prior to the 1-year expiration of your NAPLEX score.

EXAM INFORMATION

Register for your exams with NABP (National Association of Boards of Pharmacy). You must register for your NAPLEX and MPJE exams at NABP's website: www.nabp.net

DO NOT REGISTER FOR YOUR EXAMS UNTIL 30 DAYS PRIOR TO YOUR GRADUATION DATE!

Exams must be **PREPAID** and your name must appear on the roster sent to the Board to be marked eligible to test. You may take you exams in any order! You will only be marked eligible to test if you have graduated and all items have been received by the Board.

Your ATT testing authorization number will be sent to you **from NABP via the e-mail address YOU entered when you registered for your exams.** Be sure to check both your inbox and your spam folder for emails from NABP. If you delete or can't open you the email, please contact NABP by e-mail or call **NABP Customer Service at 847-391-4406.**

If you have moved, please notify the Board ASAP. Your license will be sent to the address on file. If you fail to notify us of an address change, you will need to pay an additional \$30.00 for reprinting and mailing.

CHECKING YOUR SCORES

You may check your score in 48 hours after the exam at the NABP website. www.nabp.net. Click on the link to the NABP website and follow the instructions for logging in to view and print out your score. If your score has not posted please remember that if you can't see it, neither can the Board.

NABP will release scores within 48 hours (2 business days) of the exam, provided that there are no testing issues with your exam. NABP does reserve the right to audit any exam at any time and hold your score until they have finished their audit. It does not mean that you did not pass the exam. Please note that if your score is held the Arizona Board is not advised of the reason for the hold. Generally, a held score will clear within 5 to 7 business days. If you do not pass an exam, there is a mandatory waiting period to re-test. For the NAPLEX exam it is 45 days from the day of the exam. Re-tests for the MPJE exam is 30 days from the date of the exam. **Remember, you will need to re-register and pay the exam fees AGAIN!** You may register at any time for your retest. Your ATT number will be released directly by NABP once your wait period has passed. It will be sent to your e-mail address again.

FREQUENTLY ASKED QUESTIONS

NAPLEX: The North American Pharmacist Licensure Exam

The NAPLEX exam measures a candidate's knowledge of the practice of pharmacy. A NAPLEX score can be transferred to additional states if you seek licensure in those states. A score transfer allows you to proceed with licensure in other states once you have passed the NAPLEX exam. You should select score transfer at the time you register for your NAPLEX exam if you will be licensing in multiple states. You can also elect to score transfer your NAPLEX score up to 90 days after you've passed the exam. See the NAPLEX registration bulletin for additional information.

MPJE: Multistate Pharmacy Jurisprudence Exam

The exam combines both state and federal questions of law to test the candidate's knowledge of regulations and laws in the respective licensure jurisdictions. The MPJE exam is state-specific and does not transfer to other states for licensure. The states of Arkansas, California, Guam, Puerto Rico, Virginia and the Virgin Islands do not participate in the MPJE as requirement for licensure. Be sure to check with each of these mentioned states if you will be licensing there.

How do I get study material for the exams?

The law book is also available on our website under the resource section of the Board's home page. The Arizona Pharmacy Alliance also provides an online study course. For more information please visit their website at www.azpharmacy.org. We do not provide study material for the NAPLEX exam. NABP does offer a NAPLEX practice exam for a fee at their website.

I've submitted everything and I still don't have my ATT number or I can't get a testing date for 3+ weeks. Why?

Have you paid your fees and checked your email? Pierson Vue testing centers also administer multiple types of exams along with the NAPLEX and MPJE. They do offer testing 6 days per week but remember that there are limited number of slots open for testing.

I've passed both of my exams, how do I get my license?

Scores are usually reported to the board 2-3 business days from the day you test. You may check your scores on the NABP website 48-72 hours following your exam. You will receive your license after the board receives your score and completes a final review.